

January 31, 2002

MEMORANDUM TO: Those on the Attached List

FROM: William D. Travers */RA/*
Executive Director for Operations

SUBJECT: REVIEW OF DOCUMENTS FOR PUBLIC RELEASE

The Commission has recently issued its comments on the proposed criteria for the release of information to the public that will guide our internal review of information since the September 11, 2001 terrorist attacks. Final approval of the staff guidance and release criteria will be forthcoming, but we have instituted some interim measures to ensure document control. This memorandum describes these interim measures which will remain in place until final guidance is approved by the Commission.

A review process has been established for the largest volume of documents related to NRR, NMSS and RES activities. Key technical staff will be reviewing certain categories of documents they believe are most likely to contain information of an obviously sensitive nature. These offices have instituted management reviews and controls to assure such documents are not publicly released.

With respect to documents that were removed from the web site, our objective at this time is to identify those categories of documents that by their nature do not contain any sensitive information and may be re-posted. Such categories include NRC forms, past enforcement actions, annual reports to Congress, instructions to licensees, etc. These categories of documents that are identified for re-posting will require office deputy director concurrence. Documents restored to the web will also be made available in ADAMS. Once offices approve those categories of documents that do not contain sensitive information, and can be reposted, the OCIO and OEDO should be informed. The OEDO will then inform the Commission.

The OCIO is working with office web liaisons to facilitate the restoration of these document collections to the web. If any of these documents were removed from the ADAMS Public Library or the Public Document Room, OCIO will take the actions that are needed to ensure their availability to the public.

We will be developing more detailed guidance for the staff regarding the document review and release process.

cc: Bill Kane
Carl Paperiello
John Craig

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Carl Paperiello
John Craig

DISTRIBUTION:

EDO r/f P. Norry
DEDM r/f S. Reiter
M. Landau

ADAMS ACCESSION #ML020300485

*SEE PREVIOUS CONCURRENCE

| | | | | | | |
|--------|---------------|-----------|----------|-----------|-----|-----|
| OFFICE | OEDO* | CIO | DEDM | EDO | | |
| NAME | M. Landau/jll | S. Reiter | P. Norry | WDTravers | | |
| DATE | 01/27/02 | 01/30/02 | 01/30/02 | 01/31/02 | 01/ | /02 |

MEMORANDUM TO THOSE ON THE ATTACHED LIST DATED: January 31, 2002

SUBJECT: REVIEW OF DOCUMENTS FOR PUBLIC RELEASE

| | <u>Mail Stop</u> | |
|---|------------------|-----|
| George M. Hornberger, Chairman, Advisory Committee on Nuclear Waste | T-2 | E26 |
| George E. Apostolakis, Chairman, Advisory Committee on Reactor Safeguards | T-2 | E26 |
| John T. Larkins, Executive Director, Advisory Committee on Reactor Safeguards/Advisory Committee on Nuclear Waste | T-2 | E26 |
| G. Paul Bollwerk, III, Chief Administrative Judge, Atomic Safety and Licensing Board Panel | T-3 | F23 |
| Karen D. Cyr, General Counsel | O-15 | D21 |
| John F. Cordes, Jr., Director, Office of Commission Appellate Adjudication | O-16 | C1 |
| Jesse L. Funches, Chief Financial Officer | O-17 | F3 |
| Hubert T. Bell, Inspector General | T-5 | D28 |
| Janice Dunn Lee, Director, Office of International Programs | O-4 | E21 |
| Dennis K. Rathbun, Director, Office of Congressional Affairs | O-16 | C1 |
| William M. Beecher, Director, Office of Public Affairs | O-2 | A13 |
| Annette Vietti-Cook, Secretary of the Commission | O-16 | C1 |
| William D. Travers, Executive Director for Operations | O-16 | E15 |
| Patricia G. Norry, Deputy Executive Director for Management Services | O-16 | E15 |
| Michael L. Springer, Director, Office of Administration | T-7 | D57 |
| Frank J. Congel, Director, Office of Enforcement | O-14 | E1 |
| Guy P. Caputo, Director, Office of Investigations | O-3 | F1 |
| Paul E. Bird, Director, Office of Human Resources | T-3 | A2 |
| Irene P. Little, Director, Office of Small Business and Civil Rights | T-2 | F18 |
| Martin J. Virgilio, Director, Office of Nuclear Material Safety and Safeguards | T-8 | A23 |
| Samuel J. Collins, Director, Office of Nuclear Reactor Regulation | O-5 | E7 |
| Ashok C. Thadani, Director, Office of Nuclear Regulatory Research | T-10 | F12 |
| Paul H. Lohaus, Director, Office of State and Tribal Programs | O-3 | C10 |
| Richard H. Wessman, Director, Incident Response Operations | T-4 | D18 |
| Hubert J. Miller, Regional Administrator, Region I | RGN-I | |
| Bruce S. Mallett, Acting Regional Administrator, Region II | RGN-II | |
| James E. Dyer, Regional Administrator, Region III | RGN-III | |
| Ellis W. Merschoff, Regional Administrator, Region IV | RGN-IV | |